

East Providence Housing Authority

REGULAR MEETING

December 15, 2009

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at 5:00PM by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Paul Tavares and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Vice Chairperson Marianne Barao, Commissioners Antero Braga, Dorothy Tillou, Lynn Vargas and Director Paul Tavares. Commissioners John Faria and Anthony Palumbo were excused.

APPROVAL OF MINUTES:

Regular Meeting – November 17, 2009, Motion by Commissioner Barao to accept the minutes as presented, Second by Commissioner Braga. All Commissioners voted aye.

PRESENTATIONS:

None

DIRECTOR'S REPORT:

- The Directed updated the Commissioners relating to the elevator restoration project. He informed them that later in the meeting he would be presenting a required resolution.
- He informed them that all hallway carpets in both City View and Goldsmith will be cleaned in either the end of January or the beginning of February.
- He reported on the progress of both the hallway renovation project at Harbor View and apartment cycle painting for all complexes. Jim Castellucci is preparing the bid documents so that we can go to bid in January or February.
- He also acknowledged and thanked Tony Cunha for his efforts in decorating g the outside of all three of our high rise buildings with holiday lights.

A motion was made by Commissioner Vargas and seconded by Commissioner Tillou to accept the Executive Directors report as presented. Motion was approved unanimously.

PUBLIC HOUSING VACANCY REPORT

Lori Pontus reported that there are 14 vacant units. Harbor View has 5, City View 5, Goldsmith 2 and 2 Duplexes. Six of the fourteen vacancies have pending rentals.

Commissioner Barao moved and Commission Braga seconded a motion to accept the Vacancy Report as presented. Motion carried.

SECTION 8 OCCUPANCY REPORT

Terry Correia reported that four (4) wait list applicants were leased in November. Two (2) found housing in East Providence, the other two (2) ported out to other PHA's. Very few vouchers will be issued at this time as funding for 2010 has not yet been determined. Currently we are drawing down from our reserve account, which we continue to monitor.

FSS Program Update

Terry Correia reported that there we continue to aggressively recruit participants. Total of fourteen (14) are on the program and interviews are set with two (2) new prospects.

Commissioner Tillou moved and Commission Vargas seconded a motion to accept both the Section 8 Occupancy Report and the FSS Program Activity Report as presented. Motion carried.

PAID BILL REPORT

Director Tavares identified several of the items on the paid bill report and gave explanations for them. They were \$86,115.00 to Atlantic Elevator South Co., \$1,065.33 to Power Equipment for generator repairs, \$1,325.00 to David Braga for work on duplex units, \$1,600.00 to R. Sousa Painting for painting in CV #812 & CV #909. He also explained two invoices to Castellucci, Galli Corporation in the total amount of \$22,894.00. \$17,225.00 was for work related to the HV Hallway Restoration Project and \$4,745.00 for Cycle Painting.

After several questions by Commissioners, Commissioner Barao moved and Commissioner Tillou seconded a motion to approve the November, 2009 (**\$199,700.90**) Paid Bill Report. All Commissioners voted in favor.

UNFINISHED BUSINESS:

None

REQUISITIONS:

\$54,450.00 to Atlantic Elevator South, Co. Upon a motion by Commissioner Barao, seconded by Commissioner Braga, the motion was passed unanimously.

RESOLUTIONS:

#463 - Whereas, it is the desire of the East Providence Housing Authority to define the terms "substantial deviation" and significant amendment or modification" as they relate to the five-year plan or annual plan, Commissioner Marianne Barao moved and Commissioner Dorothy Tillou seconded a motion to adopt said resolution as introduced and read. Commissioners Barao, Braga, Tillou, Vargas and Chairman Smith voted Aye, No Nays , No Abstentions, both Commissioners Faria and Palumbo were absent and not voting. Chairman Smith declared the Resolution finally adopted.

#464 – Resolution Approving and Authorizing Execution of Amendment No. 19 to Annual Contribution Contracts No. RI-43P007-005 and RI-43P007-006.

Whereas, the Housing Authority of City East Providence has entered into an Annual Contributions Contract No. RI-43P007-005 and RI-43P007-006 with the United States of America acting through the Department of Housing and Urban Development (HUD) and

Whereas, the local Authority and HUD desire to amend the Contract in the particulars more fully described in Amendment No. 17.

Now therefore, be it resolved by the East Providence Housing Authority as follows:

1. Amendment No. 19 to the Contract is hereby approved. The Chairperson or Acting Chairperson is hereby authorized and directed to execute the counterparts of the Amendment with supporting documents on behalf of the Local, Authority and the Secretary is hereby authorized and directed to forward such executed counterparts to HUD.
2. This Resolution shall take effect immediately.

Commissioner Lynn Vargas moved that Resolution No. 464 be adopted as introduced and read. Commissioner Dorothy Tillou seconded the motion. Commissioners Barao, Braga, Tillou, Vargas and Chairman Smith voted Aye, No Nays , No Abstentions, both Commissioners Faria and Palumbo were absent and not voting. Chairman Smith declared the Resolution finally adopted.

NEW BUSINESS

None

ADJOURNMENT

Commissioner Barao moved and Commissioner Tillou seconded a motion to adjourn the meeting at 5:30PM. Said motion was approved.

Respectfully submitted,

Paul J. Tavares
Executive Director/Secretary

Transcribed by pjtares